RISK MANAGEMENT

It's Risky Business, but That's a Good Thing



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It's Risky Business, but That's a Good Thing



Featuring Guest Speakers

Mark Nunn

Air Force Risk Management Program Manager

Dave Marciniak

General Services Administration Safety and Health Manager

Chris Toms

Coast Guard Senior Risk Management and Operations Research Analyst





Event Logistics

- Facilitator introduction
 - Mike Lipka, Knowledge Management Officer
 NASA Safety Center
- To ask a question
 - Dial *1 for the operator
 - Click the "Raise Hand" option
- The presentation will last approximately an hour and a half
- To get a closer look at the slides, select "Full Screen"
- Turn off the speakers on your computer





Agenda

- Goals of the Safety and Health Learning Alliance
- Today's Panel Speakers
- Discussion and key points
- Wrap-up and next event



Goals of the SHLA: the Four C's

- COLLABORATE Create a forum for collaboration
 - Repeatable process with trusted advisors
- CONCENTRATE Accelerate learning
 - "Quick hits" on timely, topical, and new approaches
- CONTEXT Learn from your peers—what they do and how they do it
 - Knowledge + Experience = Wisdom
- CONNECT Establish networking opportunities
 - Extend beyond events for personal and professional development

Learn more at https://nsc.nasa.gov/SHLA



Today's Panel Speakers



Mr. Mark Nunn
US Air Force Risk Management
Program Manager





Mr. Dave Marciniak
General Services Administration
Safety and Health Manager





Mr. Chris Toms
US Coast Guard
Senior Risk Management and
Operations Research Manager





Today's Agenda

- Organizational profile
- How your organization assesses and specifies risk
- How your organizations accept risk
- How risk is communicated up the management chain
- How agencies/organizations use risk tools to prioritize funding, operations, and activities
- Available risk training
- Lessons Learned in Risk Management



How your organization assesses and specifies risk

- What risk management tools do you use?
 - Risk matrix
 - Prioritization schemes
 - Alpha-numeric coding
 - Color coding
 - Quantification
 - Qualification
 - Uncertainty
 - Risk timelines
 - Aggregate risk
 - Standards
 - Probabilistic Risk Assessment (PRA)
 - Something else?





Assess Hazards

The potential impact on the mission / activity, personnel, equipment?

SEVERITY

The time, proximity, volume, or repetition to a hazard

EXPOSURE

PROBABILITY

Likelihood that a particular hazard will cause a negative event as related to the severity of the hazard

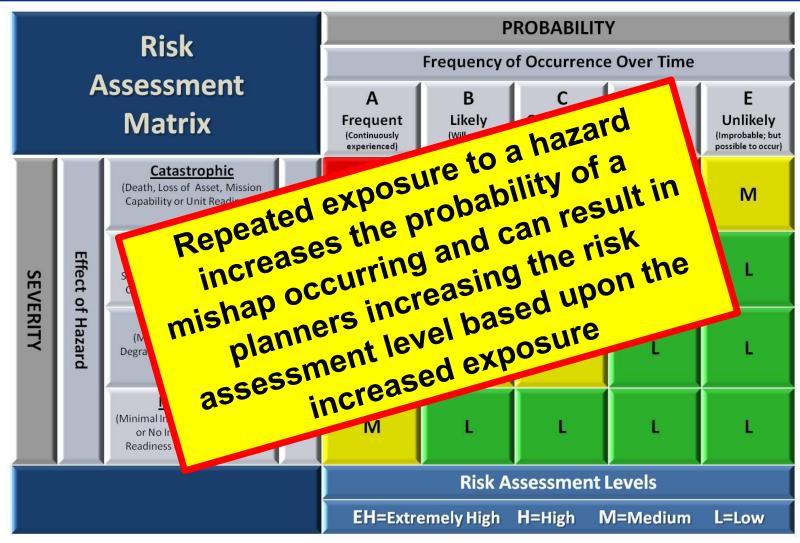


Assess Hazards

Risk		PROBABILITY						
Assessment Matrix			Frequency of Occurrence Over Time					
			A Frequent (Continuously experienced)	B Likely (Will occur frequently)	C Occasional (Will occur several times)	D Seldom (Unlikely; can be expected to occur)	E Unlikely (Improbable; but possible to occur)	
		<u>Catastrophic</u> (Death, Loss of Asset, Mission Capability or Unit Readiness)	1	EH	ЕН	н	H.	M
SEVERITY	Effect of Hazard	<u>Critical</u> (Severe Injury or Damage, Significantly Degraded Mission Capability or Unit Readiness)	II	ЕН	Н	Н	M	L
		Moderate (Minor Injury or Damage, Degraded Mission Capability or Unit Readiness)	Ш	н	М	М	L	L
		Negligible (Minimal Injury or Damage, Little or No Impact to Mission Readiness or Unit Readiness)	IV	M	L	L	L	L
					Risk A	ssessment	Levels	
				EH=Extre	emely High	H=High N	/l=Medium	L=Low

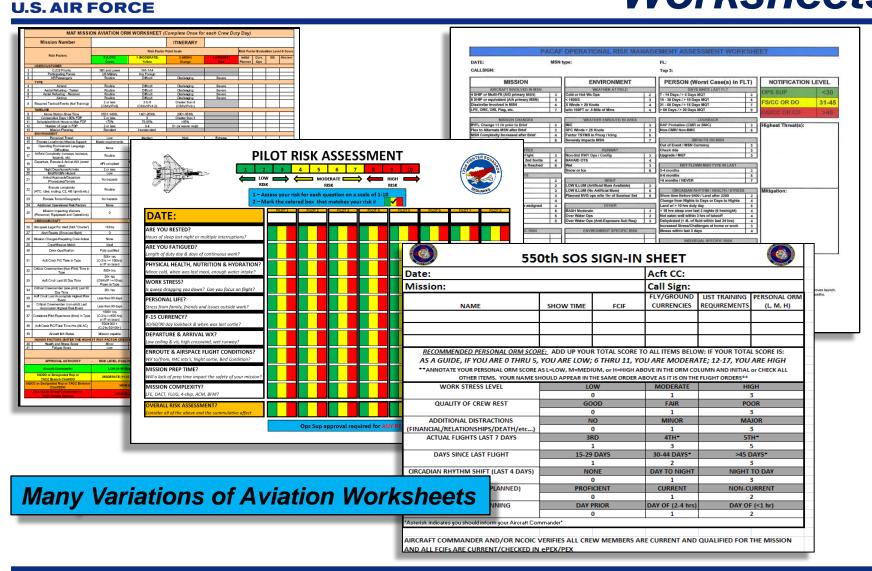


Assess Hazards





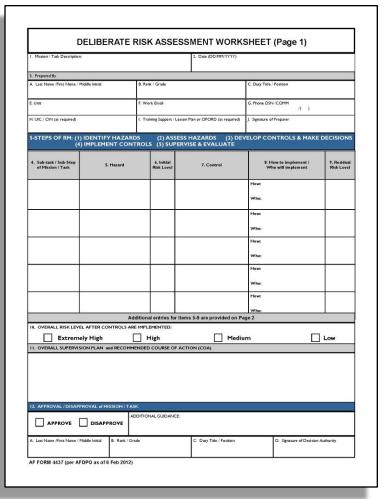
Aviation RM Assessment Worksheets





Deliberate Risk Assessment Worksheet

(AF Form 4437)

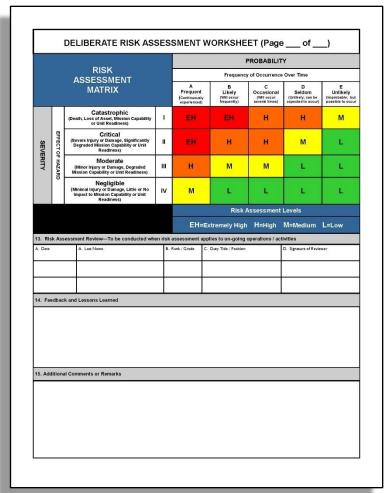


i. Sub-task / Sub-Step of Mission / Task	5. Hazard (Step I)	6. Initial Risk Level (Step 2)	7. Control (Step 3)	8. How to implement / Who will implement (Step 4)	9. Residual Risk Level (Step 5)
3				How	
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				How	
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Deliberate Risk Assessment Worksheet

(AF Form 4437)



Instructions for C	Completing Form		
Nission / Task Description: Briefly describe overall Mission, or Task that the Risk Assessment is being conducted for.	Residual Risk Level: After controls are implemented, determine resulting probability, severity, and revised Risk Level.		
2. <u>Date (DD/MM/YYYY)</u> : Self Explanatory.	10. Overall Risk After Controls are Implemented: Assign an overall Risk Assessment Level. This is the highest Residual Risk Level (Block 9).		
3. Prepared By: This section is self explanatory and will be filled out by the individual conducting the training/operation and deliberate risk assessment; (UIC = Unit Identification Code, CIN = Course ID Number)	II. Supervision Plan and Recommended Course of Action (COA): Completed by preparer. Identify specific tasks/ levels of responsibility for supervisory personnel and provide the decision authority with a recommend COA for approval or disapproval based upon the overall risk assessment and impact to mission and personnel. "Risk vs. Reward" consideration based on real-time issues.		
4. Sub-task / Sub-Step of Mission / Task: Briefly describe any Sub-Tasks associated with Primary Task that warrant risk mitigation consideration.	12. <u>Approval / Disapproval of Mission / Task</u> : Items A-D are self explanatory. Risk approval authority provides final approval or disapproval for Mission / Task based upon overall risk assessment and supervisory plan. Additional guidance included as necessary.		
5. <u>Hazard</u> : Enter specific hazards related to the Sub-Task	13. Risk Assessment Review: Should be conducted on a regular basis. Reviewers should have sufficient oversight of the mission/activity and controls to make valid remarks and inputs regarding needed changes or adjustments (as necessary). Once Residual Risk rises above that already approved, operations should cease until the appropriate approval authority is contacted and approves continued operations.		
 Initial Risk Level: Using the Risk Assessment Matrix, de- termine probability, severity and associated Risk Level: enter level into column. 	14. Feedback and Lessons Learned: Provide specific input on the effectiveness of risk controls and their contribution to mission success or failure. Feedback—recommendations for new/revised controls, actionable solutions or alternate actions i essential for effective RM. Ensure valid lessons learned are submitted and briefed as necessary to affected personnel.		
 Control: Enter risk mitigation resources/controls identified to abate or reduce risk relevant to the hazard identified in Block 5. 	15. <u>Additional Comments or Remarks</u> : Provide any additional comments, remarks or information as required to support the risk assessment. If this section is to be used as a continuation of Block 14, strike through the block number and title.		
 How to Implement / Who Will Control: Provide brief description of sub-task means of employment (IE. OPORD. Briefing, Rehearsal) and the name of the individual, unit or office that has primary responsibility for control implementation. 	Additional Guidance: Block 4-9 continuance page may be reproduced as necessary for processing of all sub-tasks / sub- steps of mission / asks. If a complete page is not utilized. "NOTHING FOLLOWS" should be written into the first un- used row in order to identify the last sub-task / sub-step.		

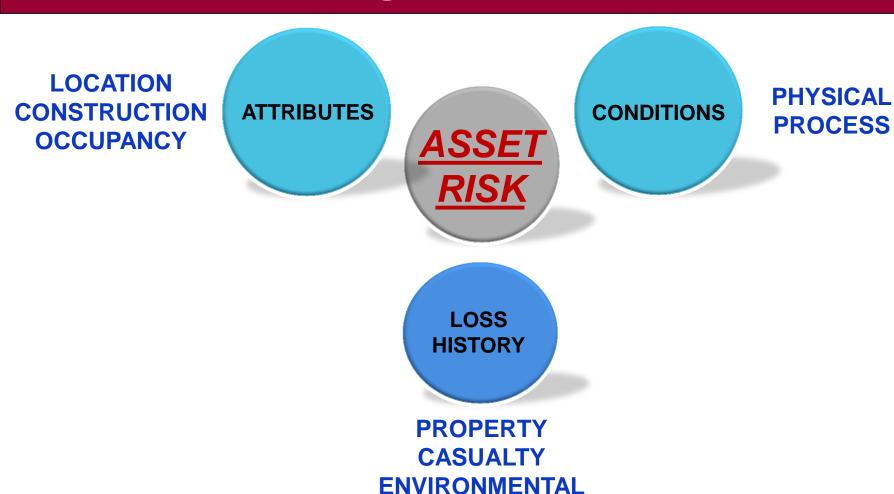


Consolidated EHS Survey

- Environmental Health and Safety Building Surveys
 - Baseline
 - 5-year updates (or sooner based on risk)
- Owner / Operator Risk (not "OSH")
 - 41 CFR (property management) Part 102-80 (Safety and Environmental Management)
 - 29 CFR Part 1960 Subpart E (specific GSA requirements)
- Disciplines 0803/0690/0804/0819 (not 018 or 028)
- Uses
 - Protect occupants
 - Asset repair and investment planning
- Comprehensive, but not investigative
- Follow-on investigations where needed



Asset Risk Management





EHS SURVEY REDESIGN

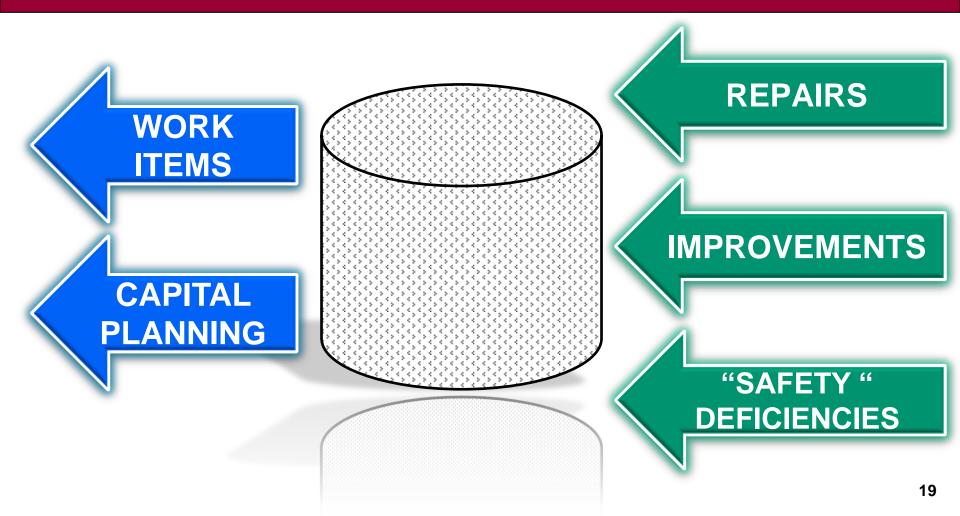
- Attribute Data
 - Pre-review and On-Site (examples)
 - Insurance Guides
- Condition Data
 - Checklists (examples)
 - Risk Matrix (4 x 4 to 5 x 5, multi-impact)
- Loss Data
 - Property, Tort and Environmental (small data)
 - Workers Compensation (from BLS)

CONSEQUENCE ASSESSMENT GUIDANCE

■GSA ■	Specific Impacts			Universal Impacts		
	Environmental	Human	Property	Mission	Financial	Political
Scope and Applicability	Contamination of air, water soil, and biota	Injury or illness to tenants, GSA employees, contractors, visitors, or the general public	Fire, contamination, or damage to facilities. equipment, furnishings, or personal property	Degradation or loss of federal agency mission. (Critical / Major / Minor missions)	Loss of revenue, cost to repair, rebuild, or remediate, workers' compensation and death benefits, environmental fines and compliance order costs.	Negative public relations, IG / GAO / Congressional inquiry or investigation. "NOVs"
				ific Level Definitions		
A CATASTROPHIC	Irreversible long-term impacts.	Death, permanent disability or irreversible health effect	Loss of large building	- Critical mission loss >2 weeks - Major mission long-term loss	\$10M to \$100M+ Large Prospectus	National press > 1 week
B SEVERE	Reversible long-term damage.	Severe injury, potential long-term health effect	- Damage to large building - Loss of medium building	Critical mission loss <2 weeks Major mission loss >4 weeks Minor mission long-term loss	~\$2.6M - \$10M Above Prospectus threshold	Regional press > 1 week
C SIGNIFICANT	Reversible medium-term damage.	Minor injury or reversible health effect.	- Damage to medium building / area - Loss of small building	- Major mission loss <4 weeks - Minor mission loss >6 weeks	\$100K to ~ \$2.6M Large Repair and Alteration	Local press
D MODERATE	Localized impact.	First aid, no lost time.	- Damage to small building / area	- Minor mission loss <6 weeks	\$10K to \$100K Above Repair and Alteration Threshold	Internal to agency
E MINOR	De minimis regulatory violation	De minimis Code violation	De minimis Code violation	- Temporary mission adaptation	<\$10K	Limited to building occupants



Inventory Reporting Information System (IRIS)





Plans and Challenges

- Standardize process nationally
 - In house, contract or combination
- Normalize and Sum Risk Values (Database)
 - Attributes
 - Conditions (RAC)
 - Losses
- EHS as a Supportive Component
 - Physical Condition Surveys
 - Repair and Alteration Prioritization
 - Asset Business Plans (tiering)

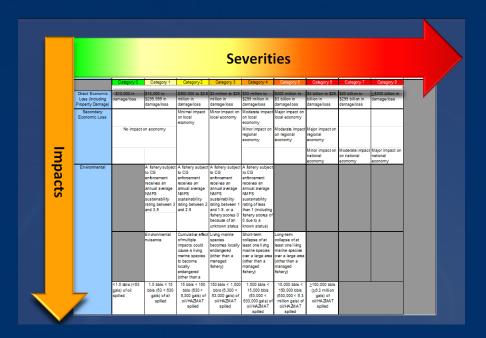
Risk Matrices

Systematic evaluation of the likelihoods & consequences across the scenario set (example set below)

Likelihood Categories

Frequency Score Descriptions	Frequency Scores	
Continuous	730 events per year	
Daily	365 events per year	
Weekly	52 events per year	
Monthly	12 events per year	
Quarterly	4 events per year	
Annually	1 event per year	
Decade	1 event per 10 years	
Half-century	1 event per 50 years	
Century	1 event per 100 years	
Millennium	1 event per 1,000 years	

Consequence Equivalencies



- Deaths/Injuries
- Environmental
- Direct Economic
- Law Enforcement
- Secondary Economic National Security
- Maritime Mobility
- Civil Order



How does your organization accept risk?

- How do you define acceptable risk?
- Who can accept the risk?
- Who owns the risk?
- Who tracks the risks?





Organizational Risk Acceptance

- All Commanders / Directors and equivalents:
 - Ensure all subordinate personnel are trained in RM
 - Ensure RM principles, processes, tools & techniques are established to address specific operations, missions & activities (on- and off-duty)
 - Standardize across similar operations whenever possible
 - Identify & clearly establish specific risk acceptance authority levels & thresholds for elevating risk acceptance decisions
 - Acceptance Levels may vary depending upon specific operations, activities, units, personnel involved, etc.
 - Identified risk acceptance levels <u>must be</u> clearly understood by affected personnel & documented whenever possible

Risk Management Fundamentals - The Basics

What are the outcomes to achieve and what are the risks to them?

Did the alternatives work?

Accept, Avoid, **Transfer or Control** Risks



"Risks to" and "Risks from"

How likely and What consequences?

Risk Communication and Perception is Key What could and what should I do about it?

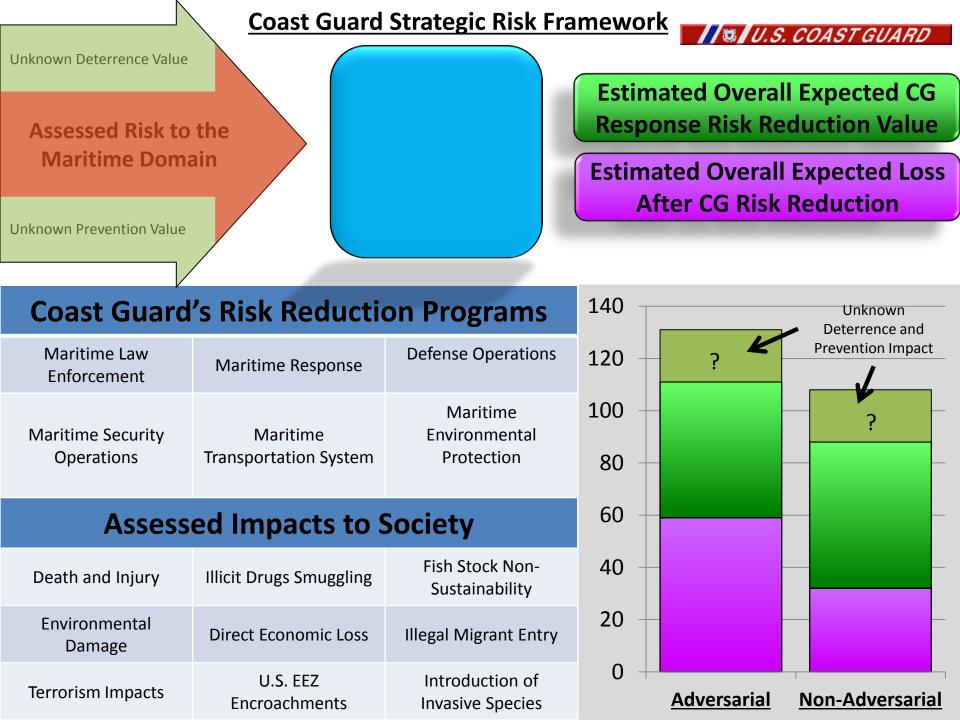
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How is risk is communicated up the management chain?

- How does your organization get risk management buy-in and participation?
- What type of documentation is required?
- What is the overall flow?
- Who has decision making authority/responsibility?







Available risk management training

- What are the key components of your risk training?
- What have been the results of your risk training? Is it working for your organization?
- What part of your training program has made the biggest impact on risk management?





AF Risk Management Training

U.S. AIR FORCE

- AF RM Fundamentals: Basic RM process, concepts & tools
 - Mandated (one time career) for all AF Personnel (Active Duty, Reserves, Guard, Govt. Civilians – non-contractors)
 - Computer based via AF Advanced Distributed Learning Service website
- AF RM Application & Integration: Expert level RM Course
 - Mandated (one time career) for HAF/MAJCOM RM Process
 Managers, Wing & subordinate RM Instructors / Advisors
 - Classroom based at AFSEC; future deployment to MAJCOMs to teach in-house (better use of funding)
- Periodic RM Briefings/Presentations: Unit-specific training
 - Unit Commanders and RM Staffs responsible for content and presentations
 - RM topics focused on local issues & mitigation strategies
- Future RM Training Development (when resources permit)
 - AF RM Supervisor Course
 - AF RM Senior Leader Course



Lessons Learned About Risk Management

 Key points to remember about risk management





Lessons Learned

- Risk Management is not just about Operations anymore!
 - It must be emphasized in both on- and off-duty situations
 - The AF loses nearly 10 times more individuals in off-duty mishaps than we do in on-duty mishaps
- Overall RM Programs are necessary for compliance & to ensure personnel are trained & held accountable for sound RM practices, but locally defined issues must be the focus of any effective program
- Senior leadership is key to all effective RM programs
- Personnel buy-in on risk mitigation strategies is necessary to ensure that they are implemented
- There is no simple solution for managing risk & everyone must be vigilant for change

Risk Management Should Be Ubiquitous

Risk Management is present in large scale organizational decisions to everyday life choices. It manifests as a decision support framework to compare possible future consequences (both positive and negative) with an investment, and identifying an acceptable balance.

Risk is not just...

- Threat
- Vulnerability
- Frequency
- Likelihood of occurrence
- Consequence

DHS Lexicon: Risk -

Potential for an *unwanted* outcome resulting from an incident, event, or occurrence, as determined by its likelihood and the associated consequences.

Risk is/can be ...

- A <u>function</u> of likelihood and consequence
- Prospective
- Expected loss over time
- Always relative to some goal or objective.
- A measure of performance
- Accepted, shared, transferred or mitigated, but
 - Must not be ignored



Wrap Up and Next Event

- Visit the SHLA Web site at <u>nsc.nasa.gov/SHLA</u>
 - Video of this presentation, slides, event summary
- Invite colleagues and other organizations to join us for our next event
 - "Mandatory Requirements and Standards"
 - June 19, 2014 at 1 p.m. EDT
 - Join the panel by contacting Mike Lipka at
 Michael.J.Lipka@nasa.gov or 440.962.3172
- Click here → SHLA Event Survey We'd like to hear your feedback